

1. **CALL TO ORDER.** Chairman Jim Allen called this regular meeting of the Clare Downtown Development Authority to order at 8:00 a.m. within the Commission Chambers of Clare City Hall and subsequently led the Pledge of Allegiance. Board and Authority members present: Chairman Jim Allen, Shari Buccilli, Vince Demasi, Dean Doherty, Christine Duhaime, Linda Guiliani, Greg Rynearson, MaryAnn Shurlow, Dawn Thomas and Acting City Manager Steve Kingsbury. Members absent: Tom Koch, Gus Murphy and Dave Maxwell.
2. **APPROVAL OF AGENDA.** Motion by MaryAnn Shurlow and supported by Linda Guiliani to accept the agenda as presented. Agenda unanimously approved.
3. **APPROVAL OF MINUTES.** Motion by Shari Buccilli and supported by Vince Demasi to approve the minutes of the August 3, 2018 meeting as presented. The motion was unanimously approved.
4. **OLD/UNFINISHED BUSINESS.** None.
5. **NEW BUSINESS.**
 - A. **Oath of Office.** Board Chairman Allen made a motion which was supported by MaryAnn Shurlow to defer the administration of the Oath of Office for Board Members Dave Maxwell, Shari Buccilli, Tom Koch and Gus Murphy as only Shari was present for today's meeting. Motion was unanimously approved.
 - B. **Downtown Development Authority Boundary Change.** Chairman Allen briefly reviewed with the DDA Board the steps that have been completed for the expansion of the DDA District. Chairman Allen reminded the Board and encouraged them to attend the upcoming September 17th Clare City Commission meeting during which the boundary change will be voted upon.
 - C. **Lease Agreements for the New Fourth Street Parking Lot Dumpster Enclosure.** Chairman Allen presented the two property lease agreements, one with Great Lakes Central Railroad and the second with 127, LLC to the DDA Board. These leases are needed for the construction of the new, relocated and expanded dumpster enclosure in the Fourth Street Municipal Parking Lot. During Chairman Allen's review and the DDA Board's discussion of the two leases a couple of minor corrections were noted which Acting City Manager Kingsbury assured the Board would be made prior to the agreements being signed. Following the review and discussion Shari Buccilli made a motion to approve both lease agreements with the noted corrections. Greg Rynearson seconded the motion which was then unanimously approved.
 - D. **Discussion Topic - Art Alley.** Chairman Allen led a discussion of the DDA Board regarding the significant and positive artistic impact that has been accomplished over the previous few years within the alleyway west of McEwan between Fourth and Fifth Streets. The DDA Board discussed the merits of the Art Alley with a couple of members expressing concern about the DDA being the oversight authority for related events and promotions. Agreeing that the Art Alley is an important addition to the City of Clare the Board decided to discuss the subject further during their next regularly scheduled meeting. The Board also felt that it is important that Kim Kleinhardt along with Arts Council members and other business owners that adjoin Art Alley attend the meeting to gain their perspectives, input and support for the creation of an Art Alley Governing Committee.

E. Discussion Topic - Board Member Replacement. With a heavy heart and words of praise for long time DDA Board member Al Iacco Chairman Allen asked the Board to identify by the next meeting potential members of the downtown business community or a very civic minded member of the City to be named as a replacement member of the DDA Board of Directors.

F. Payment of Bills. The bills were submitted to the Board for review and approval. A motion was made by MaryAnn Shurlow and supported by Shari Buccilli to approve the bills as presented. The motion was unanimously approved.

6. **ADJOURNMENT.** Meeting adjourned at 8:40 am.

Jim Allen, Chairman

Steven J. Kingsbury, Acting Secretary